

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
BOARD MEETING

February 25, 2016

PRESENT: Marvin Rucker, Barbara Robinson, Larry Epstein, Jessica Nell, Corrie Campbell, Lisa VanDonsel, Bev Bartlett

ALSO PRESENT: Devon Christianson, Christel Giesen, Kristin Willems, Debra Bowers, Tina Brunner, Shelly Staehler, Ashley Lecker, Tara Palmbach

EXCUSED: Pat Finder-Stone, Beth Relich, Melanie Macszka, Pat Hickey

The meeting was called to order by Chairperson Rucker at 8:36 A.M.

PLEDGE OF ALLEGIANCE.

INTRODUCTIONS.

ADOPTION OF THE AGENDA: Mr. Epstein / Sup. Campbell moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF January 28, 2016:

Sup. Campbell / Ms. VanDonsel moved to approve the minutes of the regular meeting of January 28, 2016. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF JANUARY 2016 FINANCE REPORT:

Ms. Bowers referred to the January 2016 Financial Highlights to demonstrate expenses and revenues for the month of January. Ms. Bowers pointed out the addition of the Charges and Fees on the document for the Loan Closet was added to the report for this year.

Ms. Robinson / Mr. Epstein moved to approve and place on file the January 2016 Financial Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

There were no restricted donations received in the month of January. Ms. Bowers did point out that the restricted donation dollars given by Triad for File for Life materials, from December 2015, were purchased in January 2016.

Ms. VanDonsel / Sup. Campbell moved to approve the Restricted Donations for January, 2016. **MOTION CARRIED.**

C. MA Claiming Form:

Ms. Bowers reviewed the MA Administrative Claiming Spreadsheet that staff is required to complete to account for each 15 minute segment of their work day. She showed the items and definitions that are used. Ms. Christianson explained since 2006 this has been required as a part of the ADRC contract with the State. By contract, we are required to capture 28% of our ADRC funding through Medicaid related programs. If done consistently and correctly, additional Medicaid dollars are drawn down to support staff and services. Discussion ensued. Ms. Bowers added that just over 3 million dollars were generated from Medicaid in 2015.

STAFF REPORT: TINA BRUNNER – BENEFIT SPECIALIST DEPARTMENT

Ms. Brunner provided a folder of handouts from the group and gave an overview of the Benefit Specialist team to include their overall program responsibilities, respective roles, and goals of the EBS (Elder Benefit Specialist) and the DBS (Disability Benefit Specialist). Each program is supported by different program attorneys: DBS through Disability Rights Wisconsin, EBS through GWAAR. Benefit Specialists are “Red Tape Cutters” and help consumers navigate complex money matters and public benefit programs. They provide information, resource connections and advocate for consumers who need help through the application and appeal process. Ms. Brunner shared that her team has moved to a call center model for responding to consumer contacts. This model has greatly increased access to the Benefit Unit. In 2015, 71% of the time a consumer was able to reach a live person upon initial contact. Shelly Staehler shared information about the DBS program and customer stories that illustrate the types of help the DBS’s provide such as educating consumers on how to apply for Social Security and/or advocating on their behalf after receiving a denial of benefits. Sup. Campbell inquired as to how these consumers know to come to the ADRC? Ms. Staehler stated referrals come from community partners (i.e. Economic Support and Social Security office) and word of mouth primarily. Ashley Lecker shared information about the EBS program and customer stories that illustrate the types of help the EBS’s to include providing assistance to consumers 60 and older with retirement benefits and questions in regard to Medicare and Medicaid. Tara Palmbach, MIPPA Project Assistant, shared an overview of Medicare Minutes and demonstrated how they are presented. ABC&Ds of Medicare and the Medicare Minutes are conducted in many locations in the community. Multiple comments from board members were shared to express their gratitude for our Benefit Team and their expertise. Mr. Rucker suggested that Ms. Brunner come back to another meeting for a Q & A.

DIRECTOR’S REPORT:

A. AGING PLAN ANNUAL SELF-ASSESSMENT:

The ADRC is required to create a 3 year Aging Plan on a regular cycle. We are currently in the first year of the 2016-2018 plan. Ms. Christianson shared that, in addition, we must do a self-assessment each year to mark our progress on the goals from the previous year. The 2015 self-assessment was included in the ADRC Board packet for review. The assessment reflects the work of 2015 and the completion of all of our goals from 2012-2015 3 Year Aging Plan. The assessment updates were included in a blue font and demonstrate that all goals were accomplished with the only exception being the Time Banking Project. This project was abandoned community wide as the partnerships and community commitments were not present. Mr. Rucker stated that the board member identification was incorrect that the only Brown County elected official is Supping Campbell. Ms. Christianson agreed to make the changes.

Sup. Campbell / Mr. Epstein moved to approve and accept the Annual Self-Assessment of the 2012-2015 Aging Plan. **MOTION CARRIED.**

B. POLICY REVIEW: COMPUTER USE BY ADRC CUSTOMERS

Ms. Christianson presented the draft *Computer Use by ADRC Customers* policy for review and approval. The ADRC has public computers, has had some very limited concern with their use, and wanted to be proactive in creating a policy to address potential problems. This policy was created following research and review of other Brown County policies such as the Library.

Ms. VanDonsel / Bev Bartlett moved to approve and accept the Computer Use Policy. **MOTION CARRIED.**

C. GOALS AND OBJECTIVES: COMMITTEES

Ms. Christianson reviewed the ADRC Committee and Taskforce document for 2016. Ms. Christianson shared that we are a team based organization that gets our work done by teams within the organization. It is very important to the ADRC that staff members have genuine input to the strategic direction of the agency. The ADRC values employee, consumer and board member participation on the goals and objectives for each year. Ms. Christianson invited all

Board members to review the committees and reach out to the committee chair if they would like to be a part of a committee. This year each committee is also presenting at staff meetings to keep the agency updated on their particular goals and focus.

D. DIETICIAN COLLABORATION CONTRACT:

Ms. Christianson explained that we had a retirement of our current part time Dietician and we are required to provide 8 hours of this service according to our contract with GWAAR. This was an opportunity to collaborate with other County departments. Brown County Human Services Community Treatment Center has dieticians on staff and was very open to a partnership. Our goal will be to increase our nutrition information at local meal sites and community locations.

Sup. Campbell / Ms. Nell moved to approve and accept the *Dietician Collaboration Contract*.
MOTION CARRIED.

FAMILY CARE UPDATE:

We have not received new organizational structure for Family Care 2.0. The public hearings have been announced for early March. We have not yet seen the full report about Family Care 2.0. TMG the management group that runs the IRIS program has been bought out by Magellan Health. Ms. Christianson and others are meeting with Magellan next week. Ms. Christianson will share documentation when she receives it.

LEGISLATIVE UPDATES:

ANNOUNCEMENTS:

Ms. Christianson announced that Ramon Fierros has made a difficult decision to resign from the board. Ms. Christianson asked if anyone knows of an older adult who would like to join the board to please let her know.

Ms. Nell shared that she has been selected to speak at the Women's Health Organization (WHO) summit next month in Milwaukee.

NEXT MEETING: The next meeting will be March 24, 2016 at 8:30 a.m. in Denmark. If anyone has any transportation needs please let Ms. Christianson know.

The decision was made to postpone the board picture scheduled for March.

ADJOURN: Ms. Robinson / Mr. Epstein moved to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 10:30 A.M.

Respectfully submitted,

Kristin Willems, Administrative Specialist